

A One-Day Seminar for Bankruptcy Assistants

Friday, November 5, 2004, 8:30 a.m. to 4:30 p.m.

at the United States Bankruptcy Court Building, 300 West Second Street, in Little Rock, Arkansas

"Where Everyone Fits in the Big Picture and the Role of the U.S. Trustee's Office"

An overview of the bankruptcy system and a summary of the Chapter 7 practice.
Also insights on the U.S. Trustee's office analysis of cases for 707(b) and multiple case filing objections.

Chuck Tucker, U.S. Trustee

"Reflections from the Bench"

*The Honorable Audrey R. Evans
Chief Judge of the United States Bankruptcy Court
Eastern and Western Districts of Arkansas*

"An ECF Refresher Course"

A quick review of how to use the court electronic document filing system.
U.S. Bankruptcy Clerk's Office

"Nuts and Bolts for Getting Along with the Chapter 13 Trustee's Office"

Session One -

An overview of the process at the Chapter 13 Trustee's office,
plan calculations, budget reviews, modified plan reviews,
other topics of interest.

Jo-Ann Goldman

*Standing Chapter 13 Trustee
Eastern and Western Districts of Arkansas*

Session Two-

An overview of the process at the Chapter 13 Trustee's office,
disbursement categories, claims review, insurance proceeds,
debtor refunds, and post-petition financing.

Mary Jane Pruniski

*Office of David D. Coop, Chapter 13 Trustee
Eastern and Western Districts of Arkansas*

"Let's Talk About Ethics"

*Joyce Bradley Babin
Standing Chapter 13 Trustee
Eastern and Western Districts of Arkansas*

"Everything You Always Wondered About Exemptions"

*The Honorable James G. Mixon
United States Bankruptcy Court Judge
Eastern and Western Districts of Arkansas*

This one-day seminar is designed for legal assistants, paralegals, legal secretaries and others assisting in the area of bankruptcy law. The seminar is co-sponsored by the United States Bankruptcy Clerk, for the Eastern and Western Districts of Arkansas, and the Arkansas Association of Legal Assistants. The cost for the seminar is \$25 for AALA members and \$30 for non-members and includes handouts, morning pastries and coffee, lunch and afternoon refreshments. NALA CLE Credits have been applied for. Space is limited. Registration deadline: November 2, 2004.

In addition to the program offerings, participants will tour the Bankruptcy Court building to observe its architectural beauty and learn about its historic relevance.

For more information contact Cheryl Markham at 501-376-6565 (cmarkham@lvfm.net) or Terri Vanlandingham at 501-954-8380 (terrivan@sbcglobal.net).

Registration Form

Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ Fax _____

E-Mail _____

☐ I am an AALA member, Registration \$25.

☐ I am not an AALA member, Registration \$30.

Submit this registration form, together with your check (made payable to AALA) to: Cheryl Markham, Paralegal
c/o Lax, Vaughan, Fortson, McKenzie & Rowe, P.A.
11300 Cantrell Road, Suite 201
Little Rock, Arkansas 72212